

Capitol Planning Commission Site Features Committee Meeting Minutes
May 21, 2014
Facilities Management Center, South Conference Room
(11:00 pm – 12:00 pm)

Committee Members Present:

William Dikis, CPC Chair	Jesse Lewis
Carol Grant, Committee Chair	Dave Schmitz
Allison Dorr Kleis	

Members Absent:

Janet Phipps

Department of Administrative Services (DAS) Staff Present for All or Portions of the Meeting:

Tim Ryburn, DAS/GSE	Jennifer Moehlmann, DAS/GSE
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Call to Order and Introductions

The meeting was called to order at 11:05 a.m. by Carol Grant, followed by roll call and introductions.

Approval of Agenda

MOTION: Allison Dorr Kleis made a motion to approve the agenda as submitted. Jesse Lewis seconded the motion and it passed unanimously.

Approval of Meeting Minutes for April 30th, 2014 Meeting

MOTION: Allison Dorr Kleis made a motion to approve the meeting minutes as submitted. Jesse Lewis seconded the motion and it passed unanimously.

Site Features Policy and Application Revisions

The Committee discussed the final revisions to the Site Features Policy and Application, based on the version drafted by Jesse Lewis, with additional changes. The Committee discussed the definition of “public art” provided by Dave Schmitz and decided to change all references in the policy to “works of art” to “works of public art” and use the definition of public art that was provided by Dave Schmitz. The Committee also discussed the endowment requirement minimum percentage and decided to revise it upwards to 15% of total project cost, instead of 10%, because interest rates are very low and maintenance costs have increased in general. The Committee also decided to clarify that this was a minimum requirement and that the Committee reserved the right to require a higher percentage when warranted.

MOTION: Allison Dorr Kleis made a motion to approve the policy and application as discussed and amended. Jesse Lewis seconded the motion and it passed unanimously.

Review Master Plan Update Suggestions

The Committee members briefly reviewed the draft changes suggested by each member. Members will continue to review their suggestions individually with Bill Dikis and will meet once more as a group to finalize the updates before the July 16 Capitol Planning Commission meeting.

Final draft updates were requested from members by June 11, 2014.

Adjourn

Meeting adjourned at 12:09 p.m.

Upcoming Meeting:

June 18, 2014